

**Carlisle Housing Authority
Meeting Minutes
April 28, 2016**

Present: Alan Lehotsky, Chair; Mark Levitan, Vice-Chair; Steven Pearlman; Elizabeth DeMille Barnett, Housing Coordinator. **Absent:** Barbara Bjornson and Steven Pearlman.

Guests: Deborah Bentley, Chair of the Carlisle Energy Committee; Karina Coombs, Chair of the Carlisle Affordable Housing Trust; Jonathan Stevens, Carlisle Planning Board – Housing Authority liaison.

1. **Meeting called to order at 6:35 p.m.**
2. **Entered into Executive Session -Per M.G.L Ch. 30A, §§ 21 (a) (6) (To consider the purchase, exchange, lease or value of real property)** pertaining to 125 Maple Street. Returned to Open Session at 7:24 p.m.
3. **Approval of Minutes:** Mark Levitan made a motion and Alan Lehotsky seconded it to approve the February 22, 2016 Minutes. All present aye, the motion passed. Carolyn Ing made a motion and Mr. Lehotsky seconded it to approve the April 11, 2016 Minutes. All present aye, the motion passed.
4. **Business**
 - A. **Benfield Farms.** Mr. Lehotsky reported that septic system pre-treatment testing continues to make progress toward Town requirements. Elizabeth DeMille Barnett reported that there will be an upcoming NOAH leadership change with Bryan Wyatt, replacing Toby Kramer, as Director of Real Estate, upon Ms. Kramer's upcoming retirement. Ms. Barnett noted that she had met with Mr. Wyatt as part of the leadership transition and that Mr. Wyatt was looking forward to the opportunity to meet the Housing Authority board members. It was agreed to invite Mr. Wyatt to a meeting at a later date. Ms. Barnett also reported that there had been a productive meeting with Toby Kramer and Mr. Wyatt of NOAH and Christine Schonhart, Director of the Gleason Public Library, where a number of potential options for NOAH-GPL collaboration were discussed.
 - B. **TILL, Inc. Group Home.** Construction continues on schedule for the group home. Ms. Barnett reported that she had worked with TILL in their application to the Conservation Commission for a Foss Farm garden plot. She also reported Special Counsel was in the process of drafting the Carlisle Housing Authority-TILL ground lease.
 - C. **E. Lyn Lemaire Open Meeting Law Complaint with the Attorney General's Office.** According to Karina Coombs, Chair of the Carlisle Affordable Housing Trust, that as of the date of this meeting, no appeal had been filed with the Attorney General's office regarding the decision.
 - D. **Discussion 2016 Annual Town Meeting Warrant and Proposed Articles: Proposed Zoning Bylaw Change to Site Plan Review, Community Preservation Act Articles and other articles.** Jonathan Stevens, Planning Board liaison to the Housing Authority, made a presentation on behalf of the Carlisle Planning Board on the proposed revision to the

Carlisle Zoning Bylaw 5.6 Site Plan Review (SPR). He explained that currently the process required the Planning Board to collect information, hold a hearing and then make a recommendation to the Board of Selectmen, who issued a decision. The Planning Board is proposed that it be given the authority to issue a SPR decision. According to Mr. Stevens, the Planning Board believes that this bylaw revision will improve the hearing process and be more efficient.

Discussion followed on the recent history of SPR decisions which included Fern's Country Store, the proposed Communications Tower and the TILL, Inc. group home. Mr. Levitan raised the concern that this was an issue of checks and balances, that the Board of Selectmen had more of a 360-degree approach to reviewing an SPR application. When asked if there had been any decisions that the Planning Board might have decided differently, Mr. Stevens responded that it felt that the public safety issues had not been addressed in the SPR decision for the TILL group home. Housing Authority members responded that the Board of Selectmen, following Town Counsel's guidance, deliberated according to the limited SPR criteria allowable by law under the Dover amendment for this type of facility.

The Housing Authority proceeded to review whether or not to support the following 2016 Annual Town Meeting articles: Article 18: Capital Funding for Technology. Mr. Levitan made a motion and Ms. Ing seconded it. All present aye, the motion passed. Article 19 Motion 5: Sorli Open Space Conservation Restriction. Mr. Lehotsky made a motion to support the article and Mr. Levitan seconded it. All present, aye. Article 21: Home Rule Petition – Recall of Elected Officials. Ms. Ing made a motion to support and Mr. Lehotsky made a motion to second it. All present, aye. Article 26: Zoning Amendment – Site Plan Review 7.6: Mr. Lehotsky made a motion not to approve the article and Ms. Ing seconded it. All present, aye. Article 29: Zoning Amended 5.6 Accessory Apartments in detached buildings – Mr. Lehotsky made a motion to support and Mr. Levitan seconded it – all present aye, the motion passed.

It was agreed by consensus that the Chairs would speak to the record of the Housing Authority's votes at 2016 Carlisle Annual Town Meeting.

- E. Affordable Housing Forum Planning Session.** Karina Coombs, Chair of the Carlisle Affordable Housing Trust and Deborah Bentley, Chair of the Carlisle Energy Committee discussed possible options for collaboration with the Housing Authority for a Town-wide forum which would potentially address both sustainability issues and affordable housing topics. Ms. Bentley shared that Carlisle's current carbon footprint would require an undeveloped area 12 times the size of Carlisle to mitigate impacts. All present agreed to continue efforts to plan and hold an event.
- F. Housing Coordinator Report.** Ms. Barnett reported that she had been contacted by Carlisle resident Anya Kaufman, who is studying Sustainability at Saint Andrews University, Scotland, about being a volunteer intern for Ms. Barnett this summer. Ms. Kaufman's areas of interest include Carlisle housing development patterns and energy usage. With approval from the Chairs, Ms. Barnett had agreed to supervise Ms. Kaufman.

G. Authorizations. The Housing Authority gave preliminary authorization to fund Ms. Barnett's attendance at the 2016 Massachusetts Housing Partnership Housing Institute and the Metropolitan Area Planning Council's upcoming MAGIC Community Engagement workshop.

H. Next Meeting Dates: May 16, 2016.

Meeting Adjourned at 9:32 p.m.

Respectfully submitted,

Elizabeth DeMille Barnett, Housing Coordinator